

BOARD OF DIRECTORS – ACTION SUMMARY

Wednesday, May 11, 2005 – 6:00 p.m.

**Administration Building
2101 Hurley Way, Sacramento, CA**

CALL TO ORDER

The meeting was called to order by President Granados. Board Members present: Duveneck, Engellenner, Goid, Granados, Kelly, Trujillo, Valley. Directors Jones and Lawson, absent. Staff: Deputy Chief Latta, General Counsel Price, Board Clerk Tilson.

PLEDGE TO FLAG – Led by Boy Scout Troop 215.

Troop 215 Senior Patrol Leader, Curtis Cranston, presented Assistant Chief Hartley with a plaque in appreciation of the District's help in their Christmas Tree Fundraiser.

Chief Hartley acknowledged Troop 215 for their efforts in fire prevention.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

Fire Station 111

Roger Mitchell, speaking on behalf of the Rio Linda-Elverta Historical Society, thanked the Board, Fire Chief Martinez, Director Engellenner, Deputy Chief Plessas, and others for their help in allowing their project to be brought to fruition even though it is a couple years down the road.

2005/2006 Preliminary Budget

Pat Monahan, Vice President of Local 522/Captain-Station 106, addressed a comment by Director Duveneck at the last Board meeting on a comparison of FY 2002/03 to the FY 2005/06 budget stating that labor increased the Wages and Benefits expenditure account by 30% while renewable revenues increased 20%. This is misleading and he provided a detailed analysis of the budget figures pointing out the fact that the labor cost does not exceed 85% of the total operating expenditures as set by the Board. The Board adopted a policy to maintain 5% of the budget in Undesignated Reserves—it is at 12%. Total General Fund Reserves are \$32,576,043 with a budget of \$139,960,779. Remove the \$11+ million being transferred out of the Designated Reserves for the Capital Improvement Program for a total of \$128.5 million and Wages and Benefits are still at 83% of the \$128.5 million. This is a fiscally responsible number, with a rollover (fund balance) of \$6.4 million. It is important as a Fire Captain for the District that he support those who make fiscally sound decisions and give direction to this administration and felt it was inappropriate to make irresponsible statements; should work hard to get along and get this District on track.

CONSENT AGENDA:**1. Board Meeting Action Summary—April 27, 2005**

- **Board Action:**
Goold/Engellenner—approve Consent Agenda. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Jones and Lawson, absent. Motion carried.

ACTION ITEM(S)**1. Bid Award—Rescue Ambulances—(Ritter)**

- Bids for the four Type III Rescue Ambulances were received from the following vendors:

<u>Dealer</u>	<u>Price</u>	<u>Tax</u>	<u>Total Price</u>
Medtec	\$104,988.00	\$8,136.57	\$113,124.57
Wheeled Coach	\$109,026.00	\$8,449.52	\$117,475.52
Road Rescue	\$106,880.00	\$8,283.20	\$115,163.20
Leader Industries	\$103,427.75	\$8,006.95	\$111,434.70
Osage Ambulance	No Response		
Braun Northwest	Declined to Bid		

Medtec was the lowest responsible bidder meeting all District requirements.

Note: Leader Industries was the lowest bidder but was disqualified because of failure to meet some of the District requirements of the five-year contract as identified below:

- An annual adjustment based on the CPI with a 4% maximum cap annually; Leader offered no cap on the CPI.
- An off-ramp option be provided so the District could withdraw from the contract if necessary, or as finances required. Leader provided no off-ramp in their contract.
- Staff recommends the District purchase the four (4) Type III Rescue Ambulances from Medtec Ambulance for a total price of \$452,498.28 including tax and prepayment discounts.
- Director Goold stated that these are only shell ambulances and wanted to eliminate concern with additional funds shown in the preliminary budget for outfitting the ambulances.

In response to a question on service, Fleet Manager Wasina stated Medtec is a Pierce organization with their warranty center closely located in Modesto. A majority of the warranty work is performed by Fleet with reimbursement by the company. Logistics and Fleet outfit the apparatus.

- **Board Action:**
Goold/Engellenner—approve staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Jones and Lawson, absent. Motion carried.

2. Warehouse Supervisor's Salary Schedule Assignment—(Means)

- A two-page staff report was submitted. Due to the District's operational needs, staff determined a need to fill the vacant Warehouse Supervisor position and would like to assign a salary schedule.
- Using the equivalency method practiced by the District, staff recommended the Board adopt a salary schedule of 20% above the rank-and-file which is the Logistics Technician classification.
- **Board Action:**
Engellenner/Goold—approve the staff recommendation. Directors Duveneck, Engellenner, Goold, Granados, Kelly, Trujillo, Valley, AYE. Directors Jones and Lawson, absent. Motion carried.

PRESENTATION ITEM (S)

1. Resolution—Defined Benefits Retirement Plan Policy for District Employees—(Granados)

- Director Lawson is working with staff to craft a resolution placing the District on record in opposition to changing from a Defined Benefits Plan to a proposed State-mandated Defined Contribution Retirement System.
- **Board Action:**
General consensus to place this on the Agenda as an action item at the next Board meeting.

2. Impact and Service Fee Schedules—(Appel)

- A two-page staff report was submitted providing background information on the Capital Fire Facilities Impact Fee and ambulance transportation, plan review, and fire and life safety inspection fee schedules.
- The costs associated with the construction of new fire stations, and the labor and supplies costs related to providing ambulance transportation, building plan checking and inspection services have increased significantly since the implementation of the District's cost-recovery programs. The District is no longer recovering its actual costs to site and build new fire stations and to provide ambulance transportation and fire prevention services.
- A revised 20-year Fire Station Construction Plan will be brought back as part of the Capital Fire Facilities Impact Fee allowing latitude for changing priorities for fire station locations on an as-needed basis.

Project Manager Horel to work with the Economic Development and Planning Committee, Facilities group, and Operations to look at areas where the District is growing.

- California Government Code Section 6103.7 and 66000, respectively, authorize local governments to adopt a fee schedule to defray the actual cost of providing specified services to the general public and to pay for the construction of new fire stations.
- If the code allows recovery of actual cost, Director Goold recommended that a policy be set providing that staff review the cost on an annual or bi-annual basis.
- Staff recommends public hearings be scheduled for the regular meeting of May 25, 2005, to amend the District's current ordinances for the collection of service fees for ambulance transportation, building plan checks and fire and life safety inspections, and the Capital Fire Facilities Impact Fee for the construction of new fire stations.
- **Board Action:**
General consensus to place this item on the next Board agenda.

**3. Follow-up Report on Civilian Award - Life Saving Commendation—
Jason Irby—(Battalion Chief Chris Holbrook)**

Chief Holbrook provided detailed information on the January 30, 2005 incident relative to the life saving award presented to Jason Irby at the last Board meeting. Engine 106-A was dispatched that day on an entirely different call. Captain Mark Thomsen diverted when a burning vehicle was observed at Butano and Watt. Jennifer Irby, eight months pregnant, assisted Jason by dialing 9-1-1 as her husband reached into the burning car and rescued the passenger who also was pregnant. He saved two lives that night, not one. Nine sworn personnel showed up with 158 years of combined experience. They wanted the Board to know how extremely important it was to them when the Board recognized Jennifer and Jason. They only want to be recognized as doing their job. That night they saw ordinary people placed in an extraordinary situation, truly the definition of heroes.

In response to Director Goold, Assistant Chief Hartley stated the District has a policy in place to recognize these types of events subject to input from the field. Another award is pending for a future Board meeting.

Director Trujillo and the Board thanked Battalion Chief Holbrook for the presentation.

PRESIDENT'S REPORT—(Granados)

- May 16, 2005 at 9:00 a.m.— Special Board Workshop meeting.
- Life saving awards – requests for additional information to be referred to proper staff member.
- Executive Committee met after the regular Board meeting on April 27. Discussed with Fire Chief Martinez a budget by Board Division to be created with funds for specific purposes such as conferences; outside legal counsel. Items for the next meeting.
- Responding to Director Duveneck's comment at the last meeting about the President's role and responsibilities, he took a hard look and all his actions and discussions with Fire Chief Martinez were in exact accordance with the Board Policies and Procedures.

FIRE CHIEF'S REPORT—(Deputy Chief Latta)

- June 10, 2005 at 7:00 p.m., 5305 James Way, McClellan – 2005-01 Recruit Academy Graduation. Announcement to follow.
- May 17, 2005, Cal Expo – Pavilions Building – Operation Apple Shield - Sacramento County Public Health in conjunction with the Sacramento Regional Office of Homeland Security/Urban Area Security Initiative Working Group will be conducting a Public Health Center exercise to include our Community Emergency Response Team (CERT). This exercise will consist of setting up a large-scale clinic designed to rapidly deliver medication to the public following a simulated bioterrorism attack.

Notice to be provided.

GENERAL COUNSEL'S REPORT—(Price) None**COMMITTEE AND DELEGATE REPORTS:****Executive Committee—(Granados)**

- April 27, 2005 – immediately following the Regular Board Meeting.

Received presentation. Current budget contains \$27,000 for Board Travel; proposing to the full Board \$7,500 per Director to cover conferences and other expenditures – will stay within the established District policies: Board Travel and Conference Expenditures; Purchasing Card (Cal Card) policy with receipts maintained and forwarded to the Board Clerk – any issue on expenditures to be approved by the Executive Committee instead of the Fire Chief; quarterly reports.

General consensus of the Board.

Communications Center Delegate—(Engellenner)

- Reported the call volume resulting from the large storm on May 9, 2005: 872 (both non emergency and emergency) compared to the day before with a total of 584. Thanked Penny Adams, serving as Center Manager and Manager of Operations, and personnel for an excellent job—no calls were missed.
- Next meeting: May 31, 2005 – 10:30 AM

California Fire & Rescue Training Authority—(Goold)

- Next meeting: TBA

Finance Committee—(Kelly)

- Next meeting: May 25, 2005 – 5:00 p.m.
Any questions on the Preliminary budget should be referred to Finance Director Houghton.

Policy Committee—(Trujillo)

- At today's meeting, received update on AB 1259 relative to property tax revenue allocation incentives to cities and counties, with a reduction to special districts.
- Next meeting: June 8, 2005 – 5:00 p.m.

BOARD MEMBER QUESTIONS AND COMMENTS:

Board: Thanked Boy Scout Troop 215 for presenting the Color Guard and leading the Pledge.

Duveneck:

- Inquired about further meetings at Placer County.

Deputy Chief Appel stated a couple Districts met with the County and are looking at the County taking over—does not anticipate further meetings.

Goold:

- Looking forward to more young community groups in attendance.

Engellenner:

- He sent a message to Fire Chief Martinez about our helicopter going to an outside fire department for a grand opening. Questioned the response justifying it as a training exercise when it will sit on the ground from 10 a.m. to 3 p.m.
- Received a brochure from the California Special Districts Association. One of our Board members was appointed to their Board of Directors without a vote by the Board – wants this to come to a vote before the Board.
- Chief Deputy Fire Chief position – when the position comes up, interested parties need to apply in order to be considered for hiring.

Kelly:

- May 14, 2005 is the National Letter Carrier Food Drive. Reminded everyone to place heavy bags of groceries by the mailbox for pickup by the letter carriers. Welcomed volunteers to unload food at the Royal Oaks post office. Over 400,000 pounds were donated last year.

Director Engellenner volunteered to help.

Trujillo:

- Acknowledged Don Cranston for bringing Troop 215.

Mr. Cranston expressed a desire to partner with Metro Fire as a Boy Scout Troop, and with as many positive organizations as possible.

Director Trujillo suggested when a fundraiser is anticipated, contact the Director of that division for additional help. Information from Chief Hartley on events in the Directors' divisions would be appreciated.

- Thanked Chief Holbrook for his presentation, the firefighters from Station 106 who responded, and Captains Thomsen and Schwegler.
- Thanked Local 522 and Vice President Pat Monahan for setting the record straight tonight on the budget.

Valley:

- Echoed the sentiments expressed.

Granados:

- The young men we see in the audience tonight will be the leaders of the future.

ADJOURNMENT – Meeting adjourned at 7:15 p.m.

Gregory A. Granados, President

Matt Kelly, Secretary

Charlotte Tilson, Clerk of the Board